

Agenda Item Form

Agenda Date: MAR 23 2004

Districts Affected: 3

Dept. Head/Contact Information: Byron E. Johnson

Type of Agenda Item:

- | | | |
|--|---|--|
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Staffing Table Changes | <input type="checkbox"/> Board Appointments |
| <input type="checkbox"/> Tax Installment Agreements | <input type="checkbox"/> Tax Refunds | <input type="checkbox"/> Donations |
| <input checked="" type="checkbox"/> RFP/ Bid/ Best Value Procurement | <input type="checkbox"/> Budget Transfer | <input type="checkbox"/> Item Placed by Citizen |
| <input type="checkbox"/> Application for Facility Use | <input type="checkbox"/> Bldg. Permits/Inspection | <input type="checkbox"/> Introduction of Ordinance |
| <input type="checkbox"/> Interlocal Agreements | <input type="checkbox"/> Contract/Lease Agreement | <input type="checkbox"/> Grant Application |
| <input type="checkbox"/> Other _____ | | |

Funding Source:

- ☒ General Fund
☐ Grant (duration of funds: _____ Months)
☐ Other Source: _____

Legal:

- ☐ Legal Review Required Attorney Assigned (please scroll down): None ☐ Approved ☐ Denied

Timeline Priority: ☒ High ☐ Medium ☐ Low # of days: _____

Why is this item necessary:

Janitorial Services of Recreation Center

Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:

Statutory or Citizen Concerns:

Departmental Concerns:

*
DATE: March 16, 2004
TO: Municipal Clerk
FROM: Byron E. Johnson, C.P.M. *Byron E. Johnson*
Director of Purchasing x 4313
THRU: Isabel F. Portillo
Bid Clerk ext. 4038

Please place the following item on the **CONSENT** agenda for the Council Meeting of **MARCH 23, 2004.**

Item should read as follows:

Bid No.:	2004-116	Janitorial Services for Hilos De Plata Senior Center
Award to:	P & S Janitorial Services	
	El Paso, Texas	
Item (s):	All	
Amount:	\$19,267.20 (estimated annually)	

Department:	Parks and Recreation
Funds available:	51010256-01101-502206
Funding source:	General Funds, Janitorial Maintenance Services Contract
Total award:	\$57,801.60
District (s):	All

The Departments of Parks & Recreation and Purchasing recommend award as indicated as this vendor meets the Best Value Procurement Criteria and is the responsive bidder.

This is a thirty-six (36) month contract with the no option to extend the term of this contract. Additionally, P & S Janitorial Services offers a 2% 10 days prompt payment discount.

Contact person: Ray Heredia, Procurement Analyst at 541-4316.

AGENDA FOR: MARCH 23, 2004

2004 MAR 18 PM 2 44
CITY CLERK DEPARTMENT

PROJECT FORM

DATE: MARCH 16, 2004

PROJECT: JANITORIAL SERVICES HILOS DE PLATA SENIOR CITIZEN CENTER
BID NO.: 2004-116 DEPARTMENT: PARKS & RECREATION
BUDGET No.: 51010256-01101-502206
FUNDING SOURCE: GENERAL FUNDS. JANITORIAL MAINTENANCE SVCS CONTRACT
DISTRICT(S): 3

RECOMMENDATION: VENDOR #1: P & S JANITORIAL SERVICES
EL PASO, TX
ITEM (S) ALL
TOTAL AWARD: \$19,267.20 EST/YR

Parks & Recreation Department and Purchasing recommend awards as indicated as this vendor meets the Best Value Procurement Criteria and is the responsive bidder.

This is a thirty-six (36) month contract with the no option to extend the term of this contract. Additionally, P & S Janitorial Services offers a 2% 10 days prompt payment discount.

BIDS SOLICITED 26
BIDS LOCALS 24
BIDS RECEIVED 11
BIDS SVCS 06
"NO BIDS" RECEIVED 00

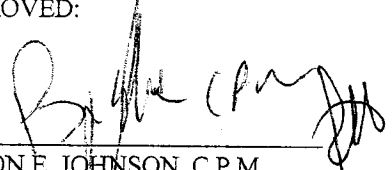
CURRENT TAXES PAID _____
OUT-OF-TOWN _____

TOTAL RECOMMENDED AWARDS: \$57,801.60 Estimated

COUNCIL: APPROVED_ REJECTED_ CITY CLERK_

APPROVED:


COUNCIL MEETING OF MARCH 23, 2004


BYRON E. JOHNSON, C.P.M.
DIRECTOR OF PURCHASING

CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES FOR HILOS DE PLATA SENIOR CENTER						BID # 2004-116			
BID DATE: MARCH 3, 2004						DEPARTMENT: PARKS AND RECREATION			
		ANNA'S CLEANING SERVICES EL PASO, TX		CARRANCO PRODUCTS & SERVICES EL PASO, TX		C-US CLEAN EL PASO, TX		ELIZA JANITORIAL SERVICE EL PASO, TX	
ITEM NO.	LOCATION	PER MONTH	TOTAL	PER MONTH	TOTAL	PER MONTH	TOTAL	PER MONTH	TOTAL
1.	HILOS DE PLATA SENIOR CENTER	\$1,607.76	\$19,293.12	\$1,640.00	\$19,680.00	\$1,520.00	\$18,240.00	\$1,733.33	\$20,799.96
2.	AFTER RENTAL CLEANING (36X YR)	\$40.00	\$1,440.00	\$250.00	\$9,000.00	\$30.00	\$1,080.00	\$189.00	\$6,804.00
PAYMENT TERMS:		NET - 30 DAYS		1.5% - 10 DAYS 1% - 20 DAYS		NET - 30 DAYS		3% - 10 DAYS	

NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

APPROVED BY: 


DATE: 03-10-04

2004-116 JANITORIAL SERVICES FOR HILOS DE PLATA SENIOR CENTER -
PARKS AND RECREATION DEPARTMENT

CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES FOR HILOS DE PLATA SENIOR CENTER						BID # 2004-116			
BID DATE: MARCH 3, 2004						DEPARTMENT: PARKS AND RECREATION			
		EXECUTIVE MAINTENANCE SERVICE EL PASO, TX		MAHEIR JANITORIAL SERVICE EL PASO, TX		MARTINEZ JANITORIAL SERVICE EL PASO, TX		P & S JANITORIAL SERVICES EL PASO, TX	
ITEM NO.	LOCATION	PER MONTH	TOTAL	PER MONTH	TOTAL	PER MONTH	TOTAL	PER MONTH	TOTAL
1.	HILOS DE PLATA SENIOR CENTER	\$5,853.80	\$70,245.60	\$1,527.00	\$18,324.00	\$1,406.79	\$16,881.48	\$1,461.60	\$17,539.20
2.	AFTER RENTAL CLEANING (36X YR)	\$885.00	\$31,860.00	\$65.00	\$2,340.00	\$75.00	\$2,700.00	\$48.00	\$1,728.00
PAYMENT TERMS:		3% - 10 DAYS		2% - 10 DAYS		2% - 20 DAYS		2% - 10 DAYS	

NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

APPROVED BY: 

DATE: 03-10-04

2004-116 JANITORIAL SERVICES FOR HILOS DE PLATA SENIOR CENTER -
PARKS AND RECREATION DEPARTMENT

CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES FOR HILOS DE PLATA SENIOR CENTER						BID # 2004-116			
BID DATE: MARCH 3, 2004						DEPARTMENT: PARKS AND RECREATION			
		PEDUS SERVICE, INC. EL PASO, TX		PROFESSIONAL JANITORIAL SERVICES EL PASO, TX		TOTAL CLEANING SERVICES EL PASO, TX			
ITEM NO.	LOCATION	PER MONTH	TOTAL	PER MONTH	TOTAL	PER MONTH	TOTAL	PER MONTH	TOTAL
1.	HILOS DE PLATA SENIOR CENTER	\$1,796.98	\$21,563.76	\$3,985.00	\$47,820.00	\$1,434.20	\$17,210.40	\$0.00	\$0.00
2.	AFTER RENTAL CLEANING (36X YR)	\$100.00	\$3,600.00	\$84.00	\$3,024.00	\$35.50	\$1,278.00	\$0.00	\$0.00
PAYMENT TERMS:		NET - 30 DAYS		NET - 30 DAYS		2.00% - 20 DAYS			
BIDS SOLICITED: 26		BIDS RECEIVED: 11		BIDS LOCAL: 24		NO BID: 0			

NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

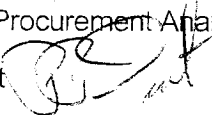

APPROVED BY: 

DATE: 03-10-04

2004-116 JANITORIAL SERVICES FOR HILOS DE PLATA SENIOR CENTER -
PARKS AND RECREATION DEPARTMENT

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Parks & Recreation

To: Ray Heredia, Procurement Analyst
From: Pete Dunavant 
Through: R. William Torgerson, DVM, Director of Parks & Recreation 
Date: March 15, 2004
Re: Solicitation 2004-116 – Janitorial Services for Hilos de Plata Senior Center

We have reviewed the bid tabulations for this solicitation for Janitorial Services for Hilos de Plata (nee Washington Park) Senior Center and recommend that the contract be awarded as follows:

Item 1– Janitorial Services – Hilos de Plata Senior Center (District 3)

Award to P & S Janitorial Service, El Paso, TX based upon Best Value Procurement.
This will result in an annual cost increase of \$4,477.20 from the current contract holder. This increase is due to the increased area to be cleaned because of the construction of a completely new center. Center staff reviewed, verified and concurs in this recommendation.

The current contract for janitorial services with Professional Janitorial Services dba Office Janitorial Services (Contract 2002-077), Item 3 (Washington Park Senior Center), must be terminated for convenience coincident with this award. This contract covered the cleaning of the old facility.

Funding for the above is provided as follows:

<u>Department ID:</u>	51010256 (Facilities Maintenance)
<u>Account No:</u>	502206 (Mntce Services - Janitorial)
<u>Funding Source:</u>	01101(General Fund)
<u>Estimated annual expenditure:</u>	\$17,267.20
<u>District(s):</u>	3

Please contact Pete Dunavant or myself if you have questions.

C & L JANITORIAL SERVICES
ATTN: CENSAR PEREZ
1207 N GRAMA ST.
EL PASO, TX 79903

B J JANITORIAL
ATTN: MANUEL SAENZ
2007 HAPPER ST.
EL PASO, TX 79903

THE EAGLE JANITORIAL SERVICES
ATTN: FRANK CORRAL
2919 AUTORA AVE.
EL PASO, TX 79930

RPM JANITORIAL SERVICES
ATTN: RUBEN VALENZUELA/PEDRO
7717 MONTANA AVE.
EL PASO, TX 79923

IMMACULATE JANITORIAL
8913 MT. DELANO
EL PASO, TX 79904

MAHEIR JANITORIAL SERVICES
ATTN: HECTOR RODRIGUEZ
12156 YVONNE RICHARDSON AVE.
EL PASO, TX 79936

J B JANITORIAL SERVICES
ATTN: JORGE TELLEZ JR.
12341 ANGIE BOMACH AVE.
EL PASO, TX 79927

PJS
ATTN: MARISELA VELEZ
2110 WYOMING AVENUE
EL PASO, TX 79903

ADEFTO BUILDING & GROUND SVS
ATTN: E J OVERTON
7740 MUSTANG AVE.
EL PASO, TX 79915

SPEEDY CLEAN MAINTENANCE SVS.
ATTN: DEADRA MINIFEE
11317 LAKE GENEVA DR.
EL PASO, TX 79936

ELIZA'S JANITORIAL SERVICE
ATTN: ELIZA MANRIQUE
4315 HUECO AVE.
EL PASO, TX 79903

MARTINEZ JANITORIAL SERVICES
ATTN: ALFREDO MARTINEZ
953 GERONNE DR.
EL PASO, TX 79907

A J MAINTENANCE SERVICES
ATTN: A G (EDDIE) JURADO
3431 PERSHING DR., SUITE B-2
EL PASO, TX 79903

JAMES ENTERPRISE
ATTN: JOANNA JAMES
605 CEDAR ST.
CEDAR HILL, TX 75104

ANNA'S CLEANING SERVICE
ATTN: ANA FIERRO
12862 CHAUCER RD.
EL PASO, TX 79927

DJ'S JANITORIAL SERVICES
ATTN: RAUL DELGADO
P O BOX 370305
EL PASO, TX 79937-0305

MAHEIR JANITORIAL
ATTN : HECTOR RODRIGUEZ
12156 YVONNE RICHARDSON
EL PASO, TX 79936

PES JANITORIAL SERVICES
ATTN: VIRGINIA SANCHEZ
12138 VALLEY QUAIL
EL PASO, TX 79936

TOTAL CLEANING SERVICES
ATTN: RAUL TORRES
1026 NAVARRETTE
EL PASO, TX 79907

CARRANCO PRODUCTS
ATTN: SERGIO CARRANCO
3733 SHELL, SUITE A
EL PASO, TX 79925

GLOBAL CLEAN
ATTN: JORGE GONZALEZ
3737 N. MESA, SUITE D1 PMB 105
EL PASO, TX 79902

PEDUS SERVICE
2424 E BROADWAY, SUITE 100
TUCSON, AZ 85719

EXECUTIVE MAINTENANCE
4305 LOMA DE ORO
EL PASO, TEXAS 79934
ATTN: LUIS HERNANDEZ

SAN MARCOS ENTERPRISES
ATTN: HUMBERTO HERNANDEZ
28 SAN MARCOS
EL PASO, TX 79922

BID INFORMATION SERVICE
(ALL BIDS ARE ADVERTISED)

BID NET PROCESSING CENTER
PO BOX 5600
ALBANY, NY 12205

GREATER EL PASO CHAMBER OF COMMERCE
ONE CIVIC CENTER PLAZA
EL PASO, TX 79901

EL PASO HISPANIC CHAMBER OF COMMERCE
2829 MONTANA AVE, B-100
EL PASO, TX 79903

EL PASO TIMES NEWSPAPER
CLASSIFIED/LEGAL SECTION
PO BOX 20
EL PASO, TX 79999

CONTRACT OPPORTUNITY CENTER
4791 N. MESA
EL PASO, TX 79902

SAM'S CLUB
7970 NORTH MESA
EL PASO, TX 79932

SUBCONTRACTORS ASSOCIATION
PO BOX 3612
EL PASO, TX 79923

COMMERCE BUSINESS WEEKLY
2626 NORTHEAST #103
EL PASO, TX 79902

BLACK CHAMBER OF COMMERCE
ONE CIVIC CENTER PLAZA
EL PASO, TX 79901